

**PERDIDO SUN CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
JANUARY 29, 2022**

1. CALL TO ORDER/DETERMINATION OF QUORUM:

On Saturday, January 29, 2022, a Board of Director's Meeting was called to order by Lisa Marr at 9 AM via ZOOM conference call. Present were John Moore, Eddie Zarahn, Nicole Hallmark, Deborah Moffa and Curtis Davis. Lisa Marr, Association Manager and Tammy Mercer, new Association Manager were also present. Owners present were Robert and Vera Knapp, Tammy Phillips, Lee and Steve Brandon, Ann and Joe Del a Torre, Bill Van Hooser, Pat and Julie Green, Kris Moore, Kathleen Hewitt, Tracy and Stacy McLaughlin, John and Cindy Drummond, Suzanne Danilson and Jack Schuamann. Lisa Marr acknowledged for the minutes a quorum was present to conduct Association business.

2. READING/APPROVAL OF MINUTES (OCTOBER 23, 2021):

Lisa Marr requested a motion to approve the meeting minutes from October 23, 2021.

MOTION #1: Deborah Moffa made the motion to approve the meeting minutes from October 23, 2021. Motion was seconded by Eddie Zarahn. Motion passed 5-0.

3. REPORTS:

A. PRESIDENTS REPORT:

John Moore stated we still have some challenges ahead of us. Our biggest challenge has been our accountants unexpected passing over the holidays and having been assumed by a new accountant. Grounds have some improvements, new exercise equipment is in the process of being ordered, and new pool furniture is awaiting delivery. All staying within budget.

B. TREASURERS REPORT:

Nicole Hallmark mentioned the untimely passing of our accountant, Mike McVay, and working with a new accountant to prepare our year-end financials for 2021. Nicole stated year-end financials will be sent out to owners by March 1, 2022.

C. FACILITIES REPORT:

Lisa Marr stated we had a break in the six-inch main water pipe in the parking lot. New patio furniture is expected to be delivered by February 28th. Lisa is expecting a quote for the purchase of new exercise equipment. Owners were reminded to use certified plumbers when making any types of repairs and contractors are expected to check-in at the front desk and sign the logbook. Lisa also reminded owners when moving furniture around to be mindful of your neighbors below you and place furniture moving discs underneath to reduce noise.

4. ACTION ITEMS:

A. RIGHT OF FIRST REFUSAL:

Lisa Marr requested a motion to reaffirm the Right of First Refusal for the following units:

Unit #216: \$645,000
Unit #416: \$725,000
Unit #502: \$315,000
Unit #908: \$472,500

MOTION #2: Deborah Moffa made the motion to reaffirm the Right of First Refusal for Unit #216 for \$645,000; Unit #416 for \$725,000; Unit #502 for \$315,000 and Unit #908 for \$472,500. Motion was seconded by Curtis Davis. Motion passed 5-0.

B. REAFFIRM PAST POLICIES AND PROCEDURES:

Lisa Marr stated the following policies required no revisions and requested a motion to reaffirm and approve the following policies and procedures:

- Association Right to Access Units
- Collection of Past Due Accounts
- Equal Opportunity Employment
- Estoppel Certificates
- Leaving Items in Breezeways
- Owners Time to be Heard
- Pet Policies
 - Service Animals
 - Emotional Support Pets
- Social Room

MOTION #3: Deborah Moffa made the motion to reaffirm the following past policies and procedures: Association Right to Access Units, Collection of Past Due Accounts, Equal Opportunity Employment, Estoppel Certificates, Leaving Items in Breezeways, Owners Time to be Heard, Pet Policies (Services Animals/Emotional Support Pets); and Social Room. Motion was seconded by Curtis Davis. Motion passed 5-0.

C. APPROVE REVISIONS TO PAST POLICIES AND PROCEDURES:

Lisa Marr stated following revisions were made to the following past policies and procedures:

- Building Security: Building codes were updated
- Guest Guidelines: Pool wristband procedures were updated
- Owner Guidelines: Pool wristband procedures were updated
- Pool Checks and Wristbands: Changes to wristband procedures were updated.

MOTION #4: Eddie Zarahn made the motion to approve the revisions for the following policies and procedures: Building Security, Guest Guidelines, Owner Guidelines, and Pool Checks and Wristbands. Motion was seconded by Nicole Hallmark. Motion passed 5-0.

D. APPOINT FIVE MEMBER DISASTER TEAM FOR 2022:

Lisa Marr opened discussion to appoint a five-member disaster team for the 2022 Hurricane Season. Two board members, two owners and Association CAM volunteered to serve. A motion was requested to appoint Eddie Zarahn, Curtis Davis, Pat Green, Steve Brandon and Tammy Mercer as the 2022 Disaster Team.

MOTION #5: Deborah Moffa made the motion to appoint Eddie Zarahn, Curtis Davis, Pat Green, Steve Brandon, and Tammy Mercer as the 2022 Disaster Team. Motion was seconded by Curtis Davis. Motion passed 5-0.

E. RESIGNATION OF LISA MARR/INTRODUCTION OF TAMMY MERCER (CAM):

Lisa Marr stated it was a tough decision but feels now is a good time to make an easy and smooth transition. Lisa also stated the last 3 ½ years have been filled with lots of challenges from staffing, COVID-19 and Hurricane Sally. Perdido Sun has evolved a lot during this time and remains more than ever a sought-out vacation spot! Perdido Sun will always mean a lot to her, and she wishes everyone many successes in the coming years. Lisa's last day will be April 7, 2022. With that said, Lisa introduced Tammy Mercer as the new CAM. Tammy is currently the CAM at Sundown and came to us with great referrals. Tammy was also recently awarded 2021 Manager of the Year! She will be on-site working with Lisa from March 1 – April 7, 2022. Lisa Marr will be removed as a check signer. Eddie Zarahn and Curtis Davis will remain check signers and Tammy Mercer will be added as a check signer. Lisa stated she is more than confident that Tammy will be as dedicated as she was to make Perdido Sun the best!

MOTION #6: John Moore made the motion to accept Lisa Marr's resignation and remove her as a check signer, keeping Eddie Zarahn and Curtis Davis, as well as add Tammy Mercer as a check signer. Motion was seconded by Deborah Moffa. Motion passed 5-0.

F. RESORT FEE (INCREASE DOLLAR AMOUNT PER STAY)

A discussion was held to raise the current Resort Fee from \$25 to \$25 per stay.

MOTION #7: John Moore made the motion to increase the Resort Fee from \$25 to \$35 per stay effective April 1, 2022. Motion was seconded by Eddie Zarahn. Motion passed 5-0.

5. DISCUSSION ITEMS:

A. HOT TUB REPAIRS/REPLACEMENT:

We have had problems with sand filters, jets, and leaks. Plumbing is located inside the wall of the hot tub and is an older non-commercial grade hot tub. It was purchased in 2006. We have spent more on repairs/downtime than it has been operating. Lisa has contacted several companies in the area, and no one will make the repairs or taking on new customers as they are short-staffed and overwhelmed. Lisa was referred to Hydroscout Leak Detection who will be on-site February 3rd for recommendations for repairs and/or replacement.

B. REBUILDING DUNES:

Fencing, posts, and wire have been purchased per Lisa Marr. Vera Knapp completed research on the purchasing of Sea Oats that can be shipped from Sarasota, FL. Robert Knapp has a snowbird crew along with our maintenance staff in place to complete the rebuild.

6. OWNERS TIME TO BE HEARD:

Curtis Davis (#710) stated that the number one priority should be our water pressure pump in the mechanical room. It is pumping and then shuts off which could lower or end water pressure. Lisa Marr will contact M&W Electric who makes repairs to this system. Curtis also mentioned dryer one is also broken and suggested when something is down the board should be notified and an action plan for a weekly update. Lisa Marr stated she was unaware the dryer was broken

and will call Ace Appliance for repairs. Curtis also recommended we get a moisture reading base line around all doors before next hurricane season. Suggested to have this as a standard. Vera Knapp (#910) suggested to check with front desk staff when discarding furniture. She had a chest of drawers in the tunnel to be picked up by Habitat for Humanity, but an owner took the chest of drawers, and it was caught on camera. Drummond (#216) owner asked about discarding furniture as they are new owners. Ann Del a Torre (#312) asked about communication with all owners. Not all owners want their contact information listed. It was suggested they use the forum on our website. Steve Brandon (#508) inquired about outdoor window washing. Lisa Marr stated she will get pricing for this service. Pat Green (#706) asked if pictures could be sent of new patio furniture and exercise equipment when delivered. He also reminded owners the importance of security during the busy summer season. He also thanked owners/board for all their time and hard work. They have been owners for thirty years. Suzanne Danilson (#416) had numerous questions about financials. John Moore requested she put all her specific questions in writing and send to the board. Many of the questions were reviewed at the annual budget meeting in December 2021.

7. COMMENTS FROM BOARD MEMBERS:

Nicole Hallmark stated the new owners of #908 are being considered for approval for their unit to be premiered on House Hunters on HGTV in early spring. This will be a great advertising piece for Perdido Sun. Eddie Zarahn discussed the need of replacement of windows/sliders.

8. ADJOURNMENT:

Lisa Marr requested a motion to adjourn the meeting at 10:11 AM.

MOTION #8: Deborah Moffa made the motion to adjourn at 10:11 AM. Motion was seconded by Curtis Davis. Motion passed 5-0.

NEXT BOARD OF DIRECTORS MEETING WILL BE HELD ON MONDAY, APRIL 23, 2022, AT 9 AM

John Moore
President

Deborah Moffa
Secretary